



Department of Public Works | 860.584.6125

MEMORANDUM

DATE: April 11, 2022

TO: Mayor Jeffrey Caggiano
Board of Public Works

FROM: Raymond A. Rogozinski, P.E., Director of Public Works

RE: BPW April – Director's Report

Please find attached a summary report of the Department's activities, issues and concerns for the April Board of Public Works' meeting.

1. Staffing: **Building Maintenance Division:** Staff shortage persist. The evening shift maintenance tech position has been temporarily filled with a custodian and a posting for a temporary custodian has been advertised. Due to work load associated with City Hall office moves and the vacancies the Senior Maintenance Tech & other maintenance staff positions has worked increased overtime. Overtime associated with the City Hall move is being charged to the renovation project (approx. \$7,200). Once City Hall is vacated and temp space fully established current overtime associated with City hall renovation project will cease. **Fleet Division:** One of the two mechanic vacancies has been filled. A mechanic & mechanic helper position is currently vacant and has been posted. **Eng. Division** – Vacant position of Env. Tech which is anticipated to be filled from within the Department and will create a vacancy of a construction inspector. The Division's Civil Engineer has taken a position in the private sector. The position has been posting and the timing may be advantageous to recruit a recent college graduate. The loss of the Civil Engineer will impact the design schedule for Minor Road repaving/storm drainage (west of Hill St) and Maple Court reconstruction. **Covid:** No/limited loss time of DPW staff due to Covid.
2. Solid Waste Transfer Station: Due to cut over of the primary IT fiber connection at City Hall computer service was not available on Saturday April 9, 2022. As a result the transfer



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- station scale was non-operational. Large loads were recorded manually, however the estimated revenue loss is \$4,800.
3. Flag Policy: BPW voted at its March meeting to approve a policy subject to Corp Counsel review and forward a recommendation to City Council. Based on a review of the policy, Corp Counsel has forwarded the matter to the City's Ordinance Committee.
 4. Simple Reporting: DPW implemented an iPhone APP that allowed users to take a picture of a concern/complaint that automatically sent an email with the location to DPW. However, the APP is no longer compatible with iPhones. DPW will investigate alternative APPs and has stopped advertising Simple Reporting use.
 5. Mem Blvd Retaining: The City has been notified by the State and it appears City reimbursement of the \$1,200,000 grant associated with construction of the Mem Blvd retaining wall will be processed administratively. Mem Blvd trees scheduled to be planted along the wall disturbance area in May.
 6. Mem Blvd Bridge: Construction delayed due to supply chain issues associated with granite stone facing. Completion scheduled for June.
 7. Traffic Signal Training: City staff DPW & PD received two day of training for traffic signal repairs (common problems). The training was well received by staff and informative, however in order for DPW to provide benefit to PD period exposure / repair experience is required. Staff training that is not utilized will have minimal future benefit if not reinforced.
 8. Riverside Ave Streetscape: Design funding for Riverside Ave Streetscape/safety improvements (\$350,000) scheduled to be approved as part of DPW CIP FY2022-23 budget. Funding for construction estimated at \$4,300,000. The Mayor has written to the DOT Commission to request partnering on the project. Meeting anticipated.
 9. OSHA Training: Work zone safety training currently being scheduled for the Street Div. and Eng. Div. Training provided by ConnOSHA.
 10. Organic Food Waste Processing; A tour of Quantum Inc. an organic food waste processing facility in Southington has been scheduled for May 25, 2022 at 5:00 PM. Additional information will be provided.
 11. Solar Panel: DPW investigating installation/cost benefit of installing solar car/truck ports at DPW Vincent P Kelly garage facility.
 12. FEMA Reimbursement: City received a portion of DPW's FEMA cost reimbursement \$47,000 associated with tropical storm Isaias. Additional reimbursement of approx. \$120,000 anticipated.



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13. Litter: DPW picked up litter on Waterbury Road, Clark Road and James P Casey Road.
14. Woodchip: DPW woodchips currently being disposed of at Shepard Meadow Horse Farm on Hill Street. The nonprofit requested the wood chips for bedding. DPW typically disposes of the woodchips at the transfer station. Disposing of the chips at Shepard Meadow Horse Farms save the Department a minimal charge of disposing at the transfer station.
15. Trash to Treasure: DPW anticipates continuation of the Trash to Treasure program conducted at the Farmers Market. The container is currently empty. Items damaged over winter due container leaks, however we are currently identifying items.
16. Construction Material Processing: DPW scheduled to rent a rock crusher to process asphalt and concrete. In addition, as previously approved by the BPW in 2021 a portion of the general fill note used by DPW approx. 3100 CY will be provided to Business Park Drive builder of Lot 2.
17. Landfill Stewardship Program: Draft CT DEEP permit provided. Currently being reviewed by DPW.
18. Vehicles: DPW received 2/4 State surplus vehicles to date (1 vehicle delivered this month).
19. Storm Water Trust: Required deposit of \$64,000 into storm water trust for maintenance of the Corbin Ridge detention received by Sachem Capital. Based on deposit Corbin Ridge Extension will proceed with process to be accepted as a City road.

Feel free to contact me with any question or concerns at 860-584-6113.